



**CITY OF AUBURN  
PUBLIC WORKS COMMITTEE**

**June 1, 2009**

**DRAFT MINUTES**

**I. CALL TO ORDER**

Chairman Rich Wagner called the meeting to order at 3:00 p.m. in Council Chambers, located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, Washington. Committee members present were: Chairman Rich Wagner, Vice-Chair Gene Cerino, and Member Sue Singer. Also present during the meeting were: Mayor Peter B. Lewis, Public Works Director Dennis Dowdy, City Engineer/Assistant Director Dennis Selle, Assistant City Engineer Ingrid Gaub, Senior Project Engineer Bill Helbig, Utilities Engineer Dan Repp, Engineering Aide Amber Mund, Assistant Planning Director Kevin Snyder, Senior Planner Chris Andersen, Project Engineer Jacob Sweeting, Transportation Planner Joe Welsh, Traffic Engineer Pablo Para, Street Systems Engineer Seth Wickstrom, Maintenance and Operations Manager Randy Bailey, Farmers' Market Manager Lillie Brinker, Parking Control Attendant Bob Young, Associate City Attorney Allison Stanhope, Citizen Wayne Osborne, and Department Secretary Jennifer Rigsby.

**II. CONSENT AGENDA**

**A. APPROVAL OF MINUTES**

Member Singer asked if the specific policy changes regarding truck route closures and rezoning that were recommended at the previous Public Works Committee Meeting will be included in the minutes. It was decided by the Committee, on next review of the Transportation Plan Policy Updates, changes suggested by the Committee at the May 18, 2009 Public Works Committee Meeting will be verified.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve the Public Works Committee minutes for date, May 18, 2009.

Motion carried 3-0.

**B. APPROVE RIGHT-OF-WAY USE PERMIT NO. 09-14 FOR MOHAWK NORTHERN PLASTICS INC.**

Vice-Chair Cerino asked if the 5-year permit will affect the A/B Street Corridor Project. Engineering Aide Mund stated the permit should not affect the corridor because the conditions state the applicant is responsible for removing the rail spur or storm line if conditions on A Street change.

Member Singer asked why the permit is only for five years and about the cost to the applicant. Mund responded the fee for the 5-year permit is \$320.00.

Chairman Wagner asked the Committee for ideas on how the City can provide oversight for facilities in the Right-of-Way and extend the length of the permit beyond five years. Assistant Director/City Engineer Selle answered questions asked by Member Singer regarding the inspection process for the existing rail spur and storm line.

Vice-Chair Cerino stated he is in favor of the 5-year expiration because in five years time there may be a new City Council that wants to initiate new policy.

Chairman Wagner asked what the administrative cost for the City is to renew the permits. Mayor Lewis stated Finance will need to review the cost and present the cost to the Committee.

It was moved by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve Right-of-Way Use Permit No. 09-14 for Mohawk Northern Plastics Inc.

Motion carried 3-0.

**C. APPROVE RIGHT-OF-WAY USE PERMIT NO. 09-15 FOR AUBURN FARMERS MARKET**

Engineering Aide Mund explained to the Committee the Farmers' Market has requested to close the south bound lane of B Street SW between West Main Street and the south side of the transit parking lot on Sundays from 8:00 a.m. until 5 p.m., beginning June 14, 2009 and ending September 27, 2009. Mund stated the parking lot can still be accessed on the north side and can be exited off of B Street SW on to West Main Street.

Chairman Wagner asked how drivers will be directed to the parking garage. Farmers' Market Manager Brinker answered there will be signs directing people to the garage.

It was move by Vice-Chair Cerino, seconded by Member Singer, that the Committee approve Right-of-Way Use Permit No. 09-15 for Auburn Farmers' Market.

Motion carried 3-0.

**III. ISSUES**

There are no Issues for Committee action.

**IV. DISCUSSION AND INFORMATION**

**A. ORDINANCE NO. 6239 AMENDMENTS TO TITLE 17 (SUBDIVISIONS) OF THE AUBURN CITY CODE**

Senior Planner Andersen gave a brief explanation of how the code update project is broken into phases. Phase 1 was focused on the residential portions of the zoning code, Title 17 and Title 18, the Subdivision Code. At the beginning of May, a Planning Commission Public Hearing was held and public input was received on the proposed amendments. The Planning Commission approved the recommendation of the amendments and that they move forward to Council. The Planning and Community Development Committee has met to consider the Planning Commission recommendations and provide further recommendations. The amendments to Title 17 and Title 18 are now being brought forward to the Public Works Committee and City Council.

Chairman Wagner asked for a summary of the major concept changes.

Andersen reported in both Titles the chapters have been reorganized and in some cases, renamed. Both titles also include an introduction and overview of what the titles do and how to use them. There is a new section in 17.02 that provides for common application requirements which is then referenced by subsequent chapters. Senior Planner Andersen explained the addition of a new chapter that provides for a boundary line elimination.

A section in Title 17 dealt with density calculation and recognition and the zoning code is being migrated from a minimum lot size based approach to a density based approach, leading to the addition of a section explaining how density is calculated.

Andersen stated other key concepts include a new binding sight plan approval process in Title 17 and the requirements for a neighborhood circulation plan for plats. The Committee discussed the provisions for cluster subdivision. The provisions for clustering outside of designated Urban Separators are being further reviewed by the Planning and Community Development Committee. Chairman Wagner commented on the issues involved in clustering outside of Urban Separators. Assistant Planning Director Snyder stated another issue being addressed is how to address the potential for active open space in a cluster subdivision. Senior Planner Andersen answered questions asked by Vice-Chair Cerino regarding clustering and the reduction of lot sizes to accommodate the target density.

Member Singer asked if section 17.26 is on the Council Agenda. Andersen answered that the section is on the agenda but has been revised and the portion dealing with areas outside the Urban Separators has been removed. Andersen said the provisions for clustering within the Urban Separators have been written consistent with the current requirements for lot averaging in Urban Separator areas on Lea Hill.

The Committee gave support to the proposed amendments.

**B. ORDINANCE NO. 6245 AMENDMENTS TO TITLE 18 (ZONING) OF THE AUBURN CITY CODE AND CITY OF AUBURN COMPREHENSIVE ZONING MAP**

Senior Planner Andersen stated in Title 18 discussion about how density is calculated and concepts of base density and minimum density have been included. Andersen stated one of the points of discussion was whether or not critical areas and/or buffers should be included in calculating density. The determination of the Planning and Community Development Committee was the buffers can be used for calculating base density, but not the critical areas. Chairman Wagner commented there is still no building in the buffer but it can be used for base density calculations.

Andersen continued, one of the new concepts is the additional requirements for neighborhood review meetings for large residential or mixed use projects.

The concept of cottage housing was also initially included, but has been removed for further discussion by the Planning and Community Development Committee.

The Committee discussed the development of design standards for mixed use and multi-family housing. A new section in Title 18 has been created to authorize the standards and the Planning and Community Development Committee is currently working on their development.

Andersen Title 18 amends the zoning classifications. Using an updated zoning map, Assistant Planning Director Snyder explained the zones and colors have not changed but the classifications have.

Chairman Wagner stated there has been rigorous analysis of the changes. Snyder described the special meetings that have been held to work on the project.

The Committee gave support to the proposed amendments.

**C. M STREET NE/HARVEY ROAD AND 8<sup>TH</sup> STREET NE IMPROVEMENTS PROJECT – TRAFFIC IMPACTS DURING CONSTRUCTION**

Project Engineer Sweeting gave a PowerPoint presentation about the M Street NE/Harvey Road and 8<sup>th</sup> Street NE Project. The presentation included background information about the project, traffic impacts during construction, and road closure options.

Sweeting demonstrated the project location, M Street NE between 4<sup>th</sup> Street NE and 8<sup>th</sup> Street NE, the intersection at 8<sup>th</sup> Street NE and Harvey Road, and 8<sup>th</sup> Street. Sweeting reviewed the scope of the project which includes the addition of an eastbound right turn lane on to 8<sup>th</sup> Street NE, widening of M Street NE from 4<sup>th</sup> Street NE to 8<sup>th</sup> Street NE to four lanes, replacing worn and damaged roadway, replacement of curb, gutters, and sidewalks, replacement of failing storm and sewer systems, and replacement of old water meters.

Chairman Wagner asked if the roadway is being brought to truck standards. Sweeting answered the intersection is designed to accommodate the anticipated truck and bus traffic currently using and projected to use the roadway. The types of truck used in design were typically the shorter, delivery type of trucks. Sweeting answered questions asked by the Committee regarding the road design and the future truck route classification of M Street NE.

Project Engineer Sweeting reviewed the funding for the project. The project is mostly funded through a Public Works Trust Fund Loan. Additional funding from arterial streets and utilities are also being used.

The project design and Right-of-Way acquisition are currently being completed. In June and July 2009, Puget Sound Energy will be relocating power poles and from August to November 2009 construction is anticipated to take place. Sweeting pointed out the project schedule is dependant on the Committee's approval to advertise the project, which will be requested at the next Public Works Committee Meeting, June 15, 2009.

Project Engineer Sweeting answered questions asked by Chairman Wagner regarding the undergrounding of the electric power. Since the lines include transmission lines, there is not a significant benefit to the City to underground the distribution lines as the poles will remain after the project.

Project Sweeting reviewed the construction traffic impacts. Sweeting stated there will be two way traffic with intermittent lane restrictions and delays on 8<sup>th</sup> Street NE. Assistant City Engineer Gaub answered questions asked by Chairman Wagner regarding the ability to control the left turn movements and through traffic moving up Lea Hill and indicated that flagging of the intersection may be necessary at times.

Sweeting explained the work being done in the intersection includes rewiring of the signal. This increases the possibility of the signal functions being impacted and so this work will be completed on the weekend, to lessen impact on commuter traffic if a signal is impacted and needs to be switched to flash mode.

During the paving and sidewalk replacement on M Street NE and 8<sup>th</sup> Street NE, there will be two way traffic with intermittent lane restrictions and delays.

Project Engineer Sweeting presented the traffic options for the utility replacement on M Street NE. Sweeting stated the original expectation was to maintain two open lanes of traffic during the construction however as the design is being finalized, staff has concerns it may not be possible for the sewer line installation on M Street NE, between 4<sup>th</sup> Street NE and 6<sup>th</sup> Street NE. This issue is that the sewer lines are 10 feet deep and the soil conditions are such that the trench may start caving in causing the trench to widen and may present a safety hazard. There are also other utilities, such as a 6-inch high pressure gas line and the diagonal side sewer connections that would cause traffic delays and backups.

The first option for M Street NE is a partial closure of the southbound lane to through traffic and an open northbound lane. The estimated maximum closure period is 12 weeks and the minimum, with a contractor incentive, is 9 weeks. Chairman Wagner asked what the incentive will cost. Sweeting answered approximately \$50,000.00. The advantage of a partial closure is the reduced need for detour routes. The disadvantages the southbound lanes will be closed when school starts in September, traffic delays on detour routes, the northbound traffic will be subject to unexpected delays due to the complications of the side sewer connections, there could be a greater potential for safety concerns because there will be traffic near an open trench, and there will be increased temporary surfacing and traffic control costs. Using an aerial map, Sweeting answered questions asked by Vice-Chair Cerino regarding the proposed detour routes.

The second option is a full closure of both the north and southbound lanes on M Street NE. Sweeting said the maximum anticipated closure period is 5 weeks. Representatives from Green River Community College indicated to staff that their attendance and class schedule is reduced significantly during the month of August for this year. If the permission to advertise for the project is granted at the next Public Works Committee Meeting, the road would be reopened by Labor Day, before Green River Community College and the other local schools open. The closure period could be made shorter, with the same contractor incentives as the first option. The Committee reviewed the detour routes for a full closure.

Chairman Wagner stated he is in favor of the full closure. Sweeting said, considering the recent bids on City projects, the incentive may be able to be paid without the need for additional funding.

The Committee reviewed the location of the closure and detour signage locations using the aerial map. Sweeting answered questions asked by Chairman Wagner regarding tree removal.

Chairman Wagner asked what changes are taking at the intersection. Sweeting stated the islands are being modified and a third, right turn, lane will be added.

The Committee supports the full closure of M Street NE, with the contractor incentive. Project Engineer Sweeting will be bringing permission to advertise the project to the next Public Works Committee Meeting.

**D. REVIEW SCOPE OF PROJECT NO. CP0904, 2009 CITYWIDE SIDEWALK REPAIR PROJECT**

Street System Engineer Wickstrom presented a map to the Committee highlighting the locations of the sidewalks being repaired as part of the project. Also included on the map are sidewalks that will be added to the project if funds are available. The map also shows the 2006 Sidewalk Inventory.

Wickstrom explained the sidewalks are chosen based on their condition and complaints received from citizens. Also, entire neighborhoods are considered to reduce the need for the contractor to mobilize through out the City. Chairman Wagner verified no new sidewalks are being built. Wickstrom answered repairs are being made to existing sidewalks only.

Wickstrom answered questions asked by Chairman Wagner regarding the project budget and the cost to repair the sidewalk. Chairman Wagner requested a matrix showing cost per foot.

**E. AMENDING THE CITY PARKING CODE, SECTION 10.36**

Transportation Planner Welsh reported staff has been working with the Legal Department and Auburn Police Department to amend a portion of Section 10.36 of the Auburn City Code as it relates to stopping, standing, and parking. Welsh stated there are a number of amendments which are more relevant to police enforcement than traffic engineering. Welsh invited Committee questions.

Section 10.36.205 – Parking and Unlicensed Vehicle: Chairman Wagner asked when towing takes place following the expiration of license tabs. Parking Control Attendant Young answered if it is less than 45 days after the tabs have expired, towing takes place 24 hours after a citation, and if it is after 45 days, towing can take place immediately.

Vice-Chair Cerino asked if tabs expire on an exact day or at the end of the month in which they expire. Young stated registration and tabs expire on a specific date and the owner does not have until the end of the month to renew. Young also stated a warning citation is usually issued within a two week period following expiration. Associate City Attorney Stanhope answered questions asked by Vice-Chair Cerino regarding court leniency for individuals who forget to put their new tabs on their vehicle.

Section 10.36.240 – Parking Method Generally: Chairman Wagner asked if cars being parked in the wrong direction on a two-way street are common. Parking Control Attendant Young responded it is a frequent violation. Young and Transportation Planner Welsh answered questions asked by Chairman Wagner regarding the safety concerns that contribute to the parking violation.

Section 10.36.255 – Obstructing Post Office Boxes Prohibited: Chairman Wagner stated 15' may be too generous. Young stated the length is to allow the mail truck to pull toward and away from the mailboxes. The Committee discussed the length needed for mail delivery.

Chairman Wagner asked if the curbs will need to be painted. Assistant Director/City Engineer Selle answered it is staff's intent to not paint the curbs for typical situations but would do so if requested by the Police Department to help define unclear restricted parking areas. The Committee discussed painting curbs near cluster mailboxes and near individual mailboxes.

Chairman Wagner recommended the 15' no parking area adjacent to mailboxes be reduced to 10'.

Section 10.36.350 – No Parking Area – Identification: Chairman Wagner verified the City is not required to paint no parking areas. Selle confirmed, the City may paint no parking areas. Assistant Director/City Engineer Selle answered questions asked by Chairman Wagner about how the locations for painting are chosen. Chairman Wagner asked if there is a way for citizens to request the curbs to be painted. Director Dowdy answered the Citizen Request Form is used for such requests.

The Committee discussed public education regarding the new parking policies.

Section 10.36.270 Prohibited Parking Places: Parking Control Attendant Young responded to questions asked by Chairman Wagner about parking in bicycle lanes. A vehicle parked in such a way that would force the cyclist to move out of the bicycle lane and into traffic would be a violation.

Chairman Wagner restated the Committee's recommendations to change 15' to 10' in Section 10.36.255 and generate public notice of the parking changes, especially those related to parking near mailboxes.

#### F. CODE UPDATE PROJECT – DESIGN STANDARDS

Traffic Engineer Para reviewed the three sections distributed to the Committee for evaluation. Para stated there were a few minor changes to Section 10.04, there were no comments on Section 10.05, and Section 10.06 is new.

##### 10.06.1.1 – Bikeway Classifications

Traffic Engineer Para and Assistant Director/City Engineer Selle provided clarification regarding Class I Bikeways. Selle stated Class I Bikeways parallel a roadway this gives them a distinction different from that of park trails. Vice-Chair Cerino commented the Class I Bikeways also have a buffer between the trail and the roadway.

Chairman Wagner requested staff provide the Committee information that would help the Committee's understanding of the definition of each class. Traffic Engineer Para said there will be standards details developed that would provided further clarification.

Member Singer asked if the consultant worked on Section 10.06. Para answered staff made the revisions with input from the consultant. The consultant primarily collected data regarding other jurisdictions. Para said the revisions are mostly based on The Guide for Development of Bicycle Facilities, an ASHTO document referred to by other agencies.

10.06.1.3.1 – Width

Chairman Wagner asked how many feet will be delineated for striping for bikes. Para answered a Class III Bikeway would not have a separate striped lane because they are shared lanes.

Assistant Director/City Engineer Selle answered questions asked by Chairman Wagner regarding the bikeways on 21<sup>st</sup> Street. Selle reported they are Class II Bikeways and are 5 feet in width. Staff is recommending the width of Class II Bikeways be increased to 6 feet. Member Singer commented 5 feet seemed to be adequate. Selle answered the reason staff is suggesting the width be increased to 6 feet is to provide more space between the travel lane and cyclists and the curb and cyclists with allowances for the width of the channelization.

10.06.2 – Bikeways at Railroad Crossings

Chairman Wagner asked if staff can designate the surface at crossings. Selle answered the railroad company makes the designation. Chairman Wagner asked that railroad company responsibility be included in the standards.

The Committee discussed the markings on the roadway as bikeways approach intersections. Traffic Engineer Para stated the marking guidelines are included in the current standard for roadway striping. Member Singer asked if there are standards that cover the marking of hazards on the bikeways. Member Singer referenced a bikeway on Lea Hill, 105<sup>th</sup> Place SE, with an abrupt end. Selle answered new facilities would have a warning sign.

Mayor Lewis asked the Committee and staff think about installing signs on bikeways at intersections where there is no signalized crossing or where riders must turn to have access to a crossing.

Assistant Director/City Engineer Selle requested Committee feedback on transit stops. The Committee discussed reviewing the use of pull outs for transit and school buses. Transportation Planner Welsh stated King County Metro has specific standards for pull outs which can be provided to the Committee. Traffic Engineer Para spoke about some of the advantages of using pull outs. The Committee and staff discussed the affect pull outs have on bus schedules.

Transportation Planner Welsh asked the Committee to consider standards for benches, shelters, and lighting during review. Welsh reviewed the King County Metro Standards for lighting at transit stops with the Committee. Chairman Wagner suggested a preference for locating street lights near bus stops be included in the Design Standards or Comprehensive Plan.

Chairman Wagner asked if the operations of the transit stops are included in the Design Standards. Selle answered the physical improvements to the stops are included, but no prescriptions for maintenance. The Committee asked that the transit agency's maintenance responsibility be mentioned in the Design Standards or Comprehensive Plan.

Assistant Director/City Engineer Selle answered questions asked by Member Singer regarding the landscape strips and sidewalk standards.

**G. LEGISLATIVE REPORT\* (Dowdy)**

Director Dowdy presented a memo regarding a briefing by Doug Levy at the South County Area Transportation Board (SCATBd) meeting about the 2009 legislative session and the effects on South King County.

Dowdy reported the Transportation Improvement Board (TIB) may be over bonded and with decrease in revenue from the Gas Tax, cutbacks are being made on offering new grants. There is no estimate on when there will be grants available for new projects. Also, funds are being reallocated, taken from projects that are delayed and granted to projects that are ready for construction. Director Dowdy also stated the TIB is considering paybacks where agencies fully fund projects and the TIB pays the money back to the funding agency. The Committee discussed City projects that have TIB grants which may be delayed for environmental and additional funding issues.

Dowdy stated the current Public Works Trust Fund grants will be paid, but there will be no more grants available in the near future.

Director Dowdy spoke about the State's tolling study on SR 167 to review extending HOT Lanes. The City has asked the State to keep staff updated on the study. Dowdy stated at the Transportation Board there is a focus on tolling.

Mayor Lewis answered questions asked by Member Singer regarding TIB grant funds and the SR 164 Corridor.

The Committee discussed electric vehicles and charging stations.

**H. CAPITAL PROJECT STATUS REPORT\* (Helbig)**

There were no questions from the Committee about the Capital Project Status Report.

Member Singer asked if staff has had the opportunity to look at the striping on W. Main Street. Assistant Director/City Engineer Selle stated the location will be evaluated and possibly added to the striping project.

Assistant City Engineer Gaub distributed a list of current and anticipated road closures for the construction season. Gaub stated the anticipated closure list includes anticipated start and end dates, which are subject to change. The majority of the closures are part of the Les Gove Neighborhood Improvement Project.

Assistant City Engineer Gaub answered questions asked by Mayor Lewis regarding the closures for the R Street Utility Improvements Project and the M Street NE/ Harvey Road and 8<sup>th</sup> Street NE Project.

Chairman Wagner asked if the list included totals for the intersections with intermittent closures. Gaub answered the list included closures that are a full day or longer and does not include intermittent or short term (2 to 4 hour) closures.

Chairman Wagner asked if road closures are posted on the City website. Senior Project Engineer Helbig answered the closures are posted and maps are included.

**V. ADJOURNMENT**

There being no further business to come before the Public Works Committee, the meeting was adjourned at 5:01 p.m.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

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Rich Wagner  
Chairman

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Jennifer Rigsby  
Public Works Department Secretary